



ONEIDA COUNTY
DEPARTMENT OF PLANNING

Boehlert Center at Union Station
321 Main St., Utica NY 13501
Phone: (315) 798-5710 Fax: (315) 798-5852

ANTHONY J. PICENTE, JR.
County Executive
James J. Genovese II
Commissioner

Climate Smart Communities Task Force Meeting #3 - Minutes

November 21, 2024 at 2:00 PM

Oneida County Department of Planning

Conference Room, 3rd Floor

Union Station 321 Main St.

Utica, NY 13501

Introductions and Attendance

Chris Henry	Assistant County Engineer, Oneida County Department of Public Works
Shaun Kaleta	Director of Economic Development, Oneida County Executive
Kristin Campbell	Chief Planner, Oneida County Department of Planning
Amy Heiderich	Senior Planner, Oneida County Department of Planning
Grace Whiffen	Planning Specialist, Oneida County Department of Planning

The meeting opened at 2:06 PM by Amy Heiderich, speaking on behalf of the Climate Smart Communities Task Force Coordinator, James Genovese. Everyone introduced themselves and the agency or department they represent.

Certification Actions/ Action Items

- Since the only agency represented at the start of the meeting was the DPW, we discussed the certification action list that Grace made for the DPW that was sent to the Commissioner and Assistant Engineer. Chris Henry said that he looked it over quickly and will look through it more thoroughly after the meeting.
- The DPW explained that we could get points for fleet rightsizing. DPW believes that Kevin Revere was working on this as well and DPW has a program that tracks inventories and mileage through GPS in all the vehicles. The fleet tracking does include plow trucks. DPW stated that the initial data collection is about 90% done and that all the vehicles are in the system. In order to achieve points for this action, we have to describe the steps taken but it doesn't have to be a formal plan. A next step is to figure out who is in charge of tracking the vehicles and look back from 3 years ago to compare how many cars were in the inventory and the current inventory. Purchasing should have a list of all the cars. The DPW said they will look into the vehicle documentation and see where we can get all the data.

- The DPW said that they could possibly do Action PE 3.15 (Convert Street lights) because once a light burns out the maintenance crew replaces them with LED bulbs and fixtures. Someone would have to track down and inventory of lights we have in each facility and how many are LED now. He did say that he would need to know what qualifies as a streetlight. Amy and Kristin said that they can ask Amanda the definition of this. Amy also said to get points for this they want a submission of a NYSERDA high-impact action, but that program is currently on hold.
- Kristin and Amy are thinking that the Clean Energy Communities will be absorbed by Climate Smart Communities.
- Chris also said that he could work towards the Interior lighting action because like PE 3.15 he would just have to ask the maintenance staff if they are changed to LEDs when the lights break. Amy said that if the maintenance staff knows how many they change vs how many they have, we can determine a percentage and see if there is enough to qualify for points.
- Since participation is waning, for 2025, Planning staff will email everyone and ask them to fill out a form for 2 action items and what they can do.
 - Planning staff will also ask that they be ready to talk about it in the next meeting and have something for us to submit.
- The government operations Greenhouse Gas Emissions Inventory must be completed to get certified. Grace put all the buildings into an Excel sheet, an emissions calculator with all the National Grid account numbers. We need to know electricity, natural gas, fuel oil, propane, kerosene, diesel, gasoline, and wood information. Chris asked if Amy could send the list of account numbers to him to make sure the list matches and that the billing people could probably help with what we need to know. For the GHG emissions action, Amy also said that we need to know how many miles employees commute and that we could do a Survey Monkey to find that out. Amy talked to Jeff Rehler about getting the interns from Hamilton College to input the information for us this summer.

Adjournment

The meeting adjourned at 3:00 PM.

There will be a meeting sometime in January.